

St. Marys Downtown Development Authority (DDA)
BOARD OF DIRECTORS
Meeting Minutes for March 10, 2014

The meeting of the St. Marys DDA was called to order by Straight at 8:30 am.

Members Present: Jim Lomis, Gary Straight, Cheri Richter, Councilman Dave Reilly, and Terry Landreth

Members not Present: Charlie Smith

Guest in attendance: none

Staff: Robert T. Horton, Jr.; Interim City Manager, Renée Coakley; Executive Assistant

Minutes: The board reviewed the February 10, 2014 meeting minutes. Motion to approve the minutes was made by Landreth and seconded by Richter. All were in favor.

Treasurers Report: Straight noted that he and Councilman Reilly enjoyed their recent trip to Douglasville for the Community Planning Institute training. Straight reviewed the financials and motion to approve was made by Richter and seconded by Lomis. All were in favor of approving the financials.

Additions to the Agenda: The following was added to the agenda: Wayfinding Signs by Richter, Foundation Report for National Park Service by Landreth and Local Authorities Training Update by Richter.

BUSINESS DISCUSSION:

Team Camden: Cheri noted that The Camden Partnership is currently working on the March 18th CNO visit by Admiral Greenert and the two Coast Guard events that will take place later in the year. The Interim City Manager noted that he will be attending the monthly meeting this week.

St. Marys Intracoastal Gateway (SMIG): Straight reported that there was no new information. The group met on February 13th at 5:00 pm and as of yet there has been nothing reported from the Forum Group.

Maritime Heritage District (MHD): Richter reported that nothing has changed. Installation of the cleats on pavilion has been postponed. Signs were slated to be installed last week.

Historic Tree Trail: Richter reported that the block adjacent to the cemetery is a potential location for an interpretive walk/trail that will meander through the property with a crushed granite walkway with historic placards with the history of St. Marys on them. Approximately 10-20 signs with the history and possibly War of 1812 information on them are proposed to be installed. Possible completion date for this project will be January 2015 which is the end of the War of 1812 as St. Marys knew it.

Economic Development Committee: Lomis reported that this committee is at a standstill with all of the missing Economic Development components (vacant positions) in the city and county. He will have a report after the planning session in May that the Chamber Committee will be

having. Will meet with businesses and assess their needs and concerns and include businesses in the DDA district.

Wayfinding Signs: Renée reported that permit applications to install the signs have been forwarded to GA DOT for approval. Darren with the City of Kingsland has taken the lead on this project after AJ's departure from the City. Interim City Manager will follow up on the status of this project.

Foundation Report for National Park Service: Landreth reported that the Cumberland Island foundation report is due September 2014. Fernandina is requesting to begin trips to Cumberland Island and moderately increase the number of visitors to the island be added to the new park plan. Lang's contract ends this year and will be reviewed for renewal. The Mayor has a position paper that was presented at the Atlanta Fly-in this year and will be presented as well at the Washington Fly-in against these changes.

Local Authorities Update: Straight reported on the conference that was held last Friday to educate attendees on the Redevelopment Powers Act and various forms of bonds and economic development products. This item is on the ballot for the May 20th election for St. Marys. There will be an educational meeting on Redevelopment Powers at Riverside Café this week.

Landreth and Reilly left the meeting. Due to lack of quorum no further motions could be made.

Recommended Resume Qualifications for Open DDA Board Position: Straight reported that he made a presentation to council at the last meeting in regards to the current open position on the DDA Board. During the last DDA planning session it was determined the board/city has no determined vision for St. Marys. Straight asked council to seek outside consulting to determine that vision. The City is currently looking at an RFP to complete this task. Straight noted that DDA funds could be used to supplement the cost of a "strategic plan". At the council meeting Straight asked for a deferment of selecting a member for the DDA board until the next scheduled council meeting. The Councilmembers agreed and tasked Straight with coming up with a matrix for potential future members of the DDA board. The board listed the following recommendations for consideration to be presented to council:

- Proposed member should have real estate (commercial) and lending background
- Community involvement
- Working knowledge of legal aspects of community development
- Economic development skills/background
- Small business or accounting skills
- Volunteer experience
- Ability to bring source of contacts
- Prior experience that would be beneficial to economic development for St. Marys

The group agreed that the best way to appoint the most qualified person for the board is through an interview process. City Council has made it clear that they will only accept recommendations from the DDA board towards the process and the board will not be involved in the selection of new members.

Planning Session Report Review: Straight commented that the report simply stated that St. Marys needs to determine its vision.

DIRECTORS REPORT

Robby noted that he currently has nothing to report.

Businesses and Updates: The Interim City Manager had nothing to report.

Adjourn – Meeting adjourned at 9:43 am.

Charlie Smith, Secretary
Prepared by Renée Coakley, Executive Assistant